

AUGUST 2015



National Night Out Block Party Registration

Welcome to National Night Out 2015! It is America's Night Out Against Crime! This is the 32nd annual National Night Out, a crime and drug prevention event sponsored by the National Association of Town Watch. More than 40 events were held around the City in 2014. Groups that register with the City will potentially have visits from Police, Fire and City Councilmembers. Past block parties in the City have been very creative, ranging from simple neighborhood meetings to large neighborhood dinners with live entertainment. Some groups choose to close a neighborhood street while others hold events at City parks or in a neighbor's yard. It does not require a large amount of money to make an event a success; many groups have pot-luck events where everyone in the neighborhood brings a favorite dish to share.

To better meet the needs of all the neighborhoods that wish to participate, and to help schedule city resources more effectively, we will be trying something new this year. We are asking groups to plan their block party for **TUESDAY, AUGUST 4** or **THURSDAY, AUGUST 20**. Ideally, we would like to try and limit both of these nights to no more than 20-25 events each. Also keep in mind that there are several days in August that are NOT available for city visits/support, if you have questions about a specific date, please contact us.

Start planning early:

- Organize a neighborhood block party committee.
- Please complete and return the ENTIRE registration packet by **MONDAY, JULY 20**.
- Decide if you will be closing a street and submit a street closure request form with the packet.
- Invite your neighbors (reminder cards and door hangers will be available in limited quantities).
- Post a National Night Out banner a few days before your event to remind your neighbors to attend (limited quantities for registered groups).



We are giving
Crime & Drugs
a going away party!

wvc-ut.gov/nno

Event Organizer Information

Neighborhood Information	
Neighborhood Association Name:	
Neighborhood Contact Information	
Chairperson:	
Email Address:	
Home Address:	Zip Code:
Home Phone:	Cell Phone:
National Night Out Event Organizer Contact Information	
Chairperson:	
Email Address:	
Home Address:	Zip Code:
Home Phone:	Cell Phone:
Event organizer will be provided 1 tshirt to keep and wear at the event. (availability may be limited) Please indicate what size you would like:	



For more information about West Valley City's participation in National Night Out, please contact our office.



West Valley City Public Relations & Neighborhood Services Office
3600 South Constitution Boulevard, Suite 230
West Valley City, Utah 84119
Fax: (801) 955-3604
Email: neighborhoods@wvc-ut.gov

Event Information

Neighborhood Information

Neighborhood Association Name:

Is your group registered with the City? ☐ No ☐ Yes

Is this your groups first year participating? ☐ No ☐ Yes

City Council District:

Police Beat:

Event Information

Event Date: ☐ Tuesday, August 4 ☐ Other:
☐ Thursday, August 20

Exact Start Time:

Suggested Time of Staff Visits:

Exact Address of Event:

☐ City Park

☐ Residence

☐ Clubhouse

☐ Street

☐ Other:

Number of
Homes Invited:

Expected Adult
Attendance:

Expected Youth
Attendance:

Street Closure Request Form Submitted: ☐ No ☐ Yes

** Required if event is being held in a City Street.*

Event Theme:

Explain how you will be promoting the event and plan to outreach to EVERY member of your neighborhood:

List any type of entertainment such as music, clowns, face painters, games, etc.:

How will your party theme be developed (be sure it has a link to crime prevention):

Any other important event details, special requests, etc:



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Block Party Assistance

Neighborhood Information

Neighborhood Association Name:

Assistance Request

Registered neighborhood organizations in the city will be eligible to receive assistance with supplies and materials for their National Night Out event.

If you are not a registered neighborhood organization, please contact the neighborhood services office OR download a copy of the neighborhood registration packet online at www.wvc-ut.gov/neighborhoods

Items being requested:

Quantity	Item	Quantity	Item	Quantity	Item
	Street Banner		Street Sign		Door Hangers
	Photocopies				Door Bags
	Hot Dogs		Buns		Chips (lg bags)
	Ketchup (32oz)		Mustard (20 oz)		Relish (12 oz)
	Paper Plates		Napkins		Paper Towels
	Paper Cups		Bottled Water (70, 8oz bottles per case)		

Other requests:



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National Night Out Block Party Street Closure Assistance

Step 1:

- Ask neighbors to sign the “Street Closure Request Petition.” You are required to receive signatures of support from 51 percent of the homes on the street that will be closed. You should deliver a flier to every home about the proposed block party with your address and phone number on it.
- Ask your neighbors for comments prior to the party and before going door to door for signatures.
- You must make an attempt to contact every homeowner on the street you are proposing to close and ask for their support.

Step 2:

- Attach a map that **CLEARLY** identifies the section of the street that you are requesting permission to close.

Step 3:

- Return the completed application, petition, and area map.
- The completed application needs to be returned along with the petition of consenting neighbors and a map of the area to the Neighborhood Services Office before July 28, 2014. Staff there will help you obtain the necessary approvals.

Step 4:

- After the approval, make arrangements to pick up barricades or caution tape from the Neighborhood Services Office.
- There are a limited number of barricades being rented by the City for National Night Out.
- As a reminder, West Valley City Hall is open Monday through Thursday from 7 a.m. to 6 p.m.
- Barricades need to be returned the next business day, Monday through Thursday.



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Street Closure Request

NATIONAL NIGHT OUT STREET CLOSURE REQUEST REQUIREMENTS

Neighborhood Information			
Neighborhood Association Name:			
<input type="radio"/> Tuesday, August 4		Other:	
<input type="radio"/> Thursday, August 20			
Closure Start Time:		Closure End Time:	
Event Start Time:		Event End Time:	
Street Information			
Name of street being proposed for closure:			
From house number:		To house number:	
Attach a map that CLEARLY identifies the section of the street that you are requesting permission to close.			
Barricades Needed:	<input type="radio"/> No	<input type="radio"/> Yes	How Many?
Caution Tape Needed:	<input type="radio"/> No	<input type="radio"/> Yes	How Much?
Neighborhood Contact Information			
Chairperson:			
Email Address:			
Home Address:		Zip Code:	
Home Phone:		Cell Phone:	
National Night Out Event Contact Information			
Chairperson:			
Email Address:			
Home Address:		Zip Code:	
Home Phone:		Cell Phone:	

FOR OFFICE USE ONLY:

City Council:		Police CSO:		Code Enforcement:		CDBG Area:	
PR&NS Approval:		Police Approval:		Fire Approval:		Public Works Approval:	



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Street Closure Petition

NATIONAL NIGHT OUT STREET CLOSURE REQUEST REQUIREMENTS

I live on the street that will be closed for the neighborhood
National Night Out block party.

I support closing the street for this purpose.

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

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